



## Indiana CLEAN Community Challenge Annual Performance Report

State Form 53116 (01-09)  
Indiana Department of Environmental Management  
CLEAN Community Challenge

Indiana Department of Environmental Management  
Office of Pollution Prevention and Technical Assistance  
100 North Senate Avenue IGCS W041  
Indianapolis, IN 46204-2251  
Telephone: (800) 988-7901  
FAX: (317) 234-6573  
[www.cleancommunities.IN.gov](http://www.cleancommunities.IN.gov)

*The Indiana CLEAN Community Challenge Annual Performance Report should demonstrate progress toward objectives and targets AND certify CLEAN Community Challenge requirements continue to be achieved. The Annual Performance Report should include the status of projects committed to in your community's original application, results of completed projects, and assurance that an annual Quality of Life Plan review was conducted by your community. Indiana CLEAN Communities must submit an Annual Performance Report two months after the anniversary of their CLEAN Community designation date.*

*Please do not include any confidential community or business information in your Annual Performance Report. Public access laws require IDEM to make the Annual Performance Report publicly available, which may include posting all portions of your report on the Indiana CLEAN Community Challenge Web site.*

*Your Annual Performance Report should be reviewed and signed by a senior manager at your community prior to submittal. Once signed, fax or mail the report to IDEM. If you have any questions, please contact the CLEAN Community Challenge Program Manager at 800-988-7901.*

### COMMUNITY INFORMATION

Name of Community

City of Somewhere

Street Address (*number and street*)

123 Main Street

City, State, ZIP Code

Somewhere, IN 12345

Web site

[www.somewhere.in.gov](http://www.somewhere.in.gov)

### CONTACT INFORMATION

Name of Contact

J. Doe

Title

Administrative Assistant/Stakeholder Committee Leader

Telephone number

xxx-xxx-xxxx

FAX number

xxx-xxx-xxxx

E-mail address

[jdoe@somewhere.IN.gov](mailto:jdoe@somewhere.IN.gov)

Mailing Address (*number and street*)

123 Main Street

City, State, Zip Code

Somewhere, IN 12345

Reporting Period Dates (*month, day, year*)

August 2, 2008 - August 2, 2009

If this is your third Annual Performance Report, do you wish to renew your Indiana CLEAN Community Challenge designation?

☐ Yes ☐ No

If yes, your community will need to provide five new objectives and targets in the Continual Environmental Improvement section of this report.

### ENVIRONMENTAL MEDIA ACTIVITIES

Please identify the five objectives and targets in your Quality of Life Plan and describe the baseline measurement, the progress made during the past year, future plans for achieving each target, and any cost savings experienced as a result of the target.

Environmental Media Activity #1

Objective Reduce electricity use within city hall

Target Reduce electricity use within city hall by 10% by December 2010.

#### Baseline

Baseline electricity usage data was collected for calendar year 2008. The City Hall building consumed **407,712 kWh** of electricity in 2008.

#### Progress Made

Calendar year: August 2, 2008-Dec. 31, 2008  
Progress made: Established baseline to determine energy consumption prior to implementing energy reduction strategies.

Calendar year: Jan. 1, 2009-August 2, 2009  
Progress made: During this time period, we have used **383,249 kWh** (a **6% reduction** in baseline consumption). This reduction was accomplished by installing motion sensors in city hall restrooms and break rooms and implementing an energy reduction policy in city hall (employees turn off computers at night, turn off lights in meeting rooms when not in use, etc.)

	Hurdles overcome: City Hall employees were skeptical that their actions would make a difference (turning off computers at end of the day, turning off lights when leaving the room, that motion sensors would work appropriately, etc). Initiated an employee awareness program by posting signs in break rooms with energy consumption information so employees can see the reductions over time.
Upcoming Plans to Achieve Target	Cost Savings
-Evaluate heating/air conditioning improvements -Change out incandescent bulbs to fluorescent and/or LED as appropriate	At an avg. cost of \$0.07-\$0.08 per kWh, the city spent: \$30,682.35 in 2008 (Jan-Dec) \$30,659.94 in 2009 (Jan-Aug) <b>Savings of \$22.41 to date</b>
If this is your third annual performance report, please provide the final results of this activity. If the objective and target were not achieved in the three year designation period, provide a description of why the objective and target was not met. N/A	

#### ANNUAL EMS AUDIT

Summarize the results of the Annual EMS Audit your community performed on the Quality of Life Plan.

#### COMMUNITY AND BUSINESS OUTREACH

Briefly describe the information presented to the community and businesses to keep residents informed of important issues related to the community's environmental performance, including how the status of Quality of Life Plan objectives were relayed to the community.

#### CONTINUAL ENVIRONMENTAL IMPROVEMENT

If this is your third Annual Performance Report and your community desires to continue membership as an Indiana CLEAN Community, please provide five new objectives and targets your community will commit to during the next three year designation period, otherwise skip to the next section.

#### ADDITIONAL INFORMATION

Please provide the following additional information.

1. List environmental awards received or voluntary programs participated in during the past twelve months (include information about each particular program).
2. Has your community taken advantage of any CLEAN benefits? If so, please describe which benefits were used, the implementation process, and ideas for additional benefits IDEM should consider.
3. Is your community pursuing ISO 14001 EMS certification? If yes, how has the Indiana CLEAN Community Challenge program been instrumental in achieving ISO 14001 EMS certification?
4. Explain the measured or perceived results from receiving, documenting, and responding to external communication and its effect on Quality of Life Plan objectives and targets?
5. Explain the emergencies experienced within the community during the past year. Were the applicable emergency and contingency plans detailed in the Quality of Life Plan effective? What changes, if any, have been made to your community's emergency or contingency plans?
6. How have community residents and businesses reacted to your community participating in the Indiana CLEAN Community Challenge?
7. According to the measurement program developed and implemented by your community to measure Quality of Life Plan success, is your community's Quality of Life Plan successful? Why or why not? If not, what changes will be made to ensure continual environmental improvement and future Quality of Life Plan success?

#### CERTIFICATION AND PLEDGE

I certify that the information contained in this Annual Performance Report and attachments is accurate to the best of my knowledge and that this local government is, to the best of my knowledge and based on reasonable inquiry, currently in compliance with all applicable federal, state, and local environmental requirements, or has a corrective action program in place to attain compliance.

We, \_\_\_\_\_, commit to maintaining the principles and goals outlined in our Quality of Life Plan for our local government's Indiana CLEAN Community status. We agree to strive for full compliance with all regulations promulgated by U.S. EPA, the state, and/or local jurisdictions. We agree to promote the Indiana CLEAN Community Challenge and to share our success stories with other communities. We understand that the Annual Performance Report must be submitted to the local government and IDEM and that we must reapply to the Indiana CLEAN Challenge every three years.

I understand that the information provided in this Annual Performance Report will be public record. I am the highest-ranking community official or I have been fully authorized by the highest-ranking community official to execute this statement on behalf of the local government submitting this Annual Performance Report.

Signature	Title	Date (month, day, year)
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Please submit your CLEAN Community Challenge Annual Performance Report to:

IDEM-OPPTA  
CLEAN Community Challenge Program Manager  
100 North Senate Avenue  
MC 64-00 IGCS W041  
Indianapolis, IN 46204-2251  
FAX: 317-234-6573